

## **IBR Team Members Responsibilities**

### **DCAA Representative**

Represents the DCAA cognizant office for conducting audit reviews of the contractor's accounting system policies and procedures for compliance with the criteria.

Has responsibility for evaluating contractor accounting systems, financial data and financial policies and procedures. This responsibility exists independent of whether EVMS criteria apply to a contract. Responsibilities directly related to EVMS include:

- auditing, examining and/or reviewing contractors' and subcontractors' accounts, records, documents, and other evidence,
- systems of internal control, accounting, costing, and general business practices and procedures, to the extent and in whatever manner is considered necessary to provide advice to the CAO and other government levels having authority and responsibility to take action on
  - (a) the acceptability of incurred costs and estimates of costs to be incurred and
  - (b) the adequacy of contractors' accounting, financial management, and estimating systems and procedures.

### **Contractor Performance Management (CPM) Monitor**

Responsible for ensuring the proper and continuing implementation of the approved integrated management system on contracts where its application is required.

Responsible for performing surveillance at contractor facilities. These responsibilities include:

- track the implementation of EVMS,
- ensure the MOA with the Program Office includes EVM elements,
- periodically test the contractors' cost, schedule and performance data, and
- establish metrics for tracking the EVMS health.

### **Engineer**

Surveys the contractor's engineering management system, evaluates engineering management techniques and evaluates variances.

### **Program Integrator**

Integrates all surveillance activities and serves as the single point of contact for the Program Manager within the Contract Administration Office.

### **Program Manager**

Responsible for executing the procurement and implementing earned value management on a contract. Must ensure a comprehensive evaluation of the Performance Measurement Baseline.

### **Service EV Focal Point**

Responsible for effective policy implementation within their respective component; including

- ensuring consistency with DoD policy and the provisions of the EVM Implementation Guide. Serves on the Performance Management Advisory Council (PMAC)
- exchange information and discuss issues related to earned value management and to provide constructive recommendations to the Executive Agent.

### **Using Command representative**

Responsible at the procuring level for ensuring effective earned value management implementation regarding the establishment of contract provisions, and supporting review activities.

### **EV Specialist**

Responsibility at the program office level for ensuring effective earned value management implementation regarding the establishment of contract provisions and supporting review activities.

### **Deputy Program Manager**

The program managers second in command responsible for executing the procurement and implementing earned value management on a contract. Must ensure a comprehensive evaluation of the Performance Measurement Baseline.

### **Program Office Representative**

Program office functional expert and/or IPT member responsible for the cost, schedule and technical requirements of one or more elements of the applicable weapon system.